

Kansas Criminal Justice Information System (KCJIS) Committee
Minutes for July 11, 2016, 1:30pm-3:30pm
Room 269, Judicial Center
APPROVED

Committee Members in Attendance:

Chairman Ed Klumpp, KACP; Leslie Moore, Kansas Bureau of Investigation; Capt. Justin Bramlett, KHP; Harold Sass, CIO, KDOC; Dan Dunbar, Senior Counsel for Dept. of Admin sitting in for Co-Chair Sarah Shipman; Bill Duggan, Lyon County, APCO/911 Director; Pam Moses, Reno County Court Administrator (by phone); Kelly O'Brien, CIO, Legislative Branch; Amber Norris (by phone) Butler County Attorney, KCDA.

Others in Attendance: Gordon Lansford, KCJIS Director; Mary Chambers, KDOC; Carla Boesker (by phone), KHP; Mark Thurman, CIO, KHP; Amy Johnson; KHP; Brad Burke, KDOL; Capt. James Olney (by phone), Overland Park PD; Chris Bortz, TRCC/KDOT; Shawn Cowing, Governors Grants Program Administrator; Nicole Hamm, KBI.

Welcome, Approval of the Agenda, Approval of the Minutes:

The meeting was called to order at 1:30pm by Chairman Klumpp with a quorum of six. (Kelly O'Brien joined shortly.) The agenda was satisfactory. In approving the minutes, a correction was made that Sara Shipman should be recorded as CO-Chair, and a motion to approve was made by Bill Duggan, seconded by Justin Bramlett; motion carried. There were no subcommittee minutes to be accepted. The Chair announced the floor was open for nominations of officers for the new Fiscal Year. Capt. Royer would be willing to serve again, as Treasurer; Justin moved, Leslie seconded, Motion carried. Leslie Moore nominated Capt. Justin Bramlett as Chair, Harold Sass seconded; motion carried.

JAG Application status:

Shawn Cowing presented the results of the KCJCC meeting and announced the availability of JAG Grants with application being accepted until midnight on August 8, 2016. Kansas received a slight increase at \$1.958M in funding for the upcoming year. Some new language was added that would look favorably on partnerships and collaboration in the grant. Favor will follow those applicants throughout the process. The council is looking for how the funds will be spent and what collaboration will occur as a result of the grant, if approved. There is also concern, and expectation, about sustainability of hardware and systems that are purchased with grant funding. He also noted that if you are a "sanctuary" city (providing safe-haven for illegal immigrants) you would may not be qualified to receive a grant; just be aware and be prepared to address that question should it arise.

Gordon Lansford noted that he was particularly interested in making sure that "everyone" who might qualify to apply for a JAG grant would be notified. There was discussion about how to accomplish that. He asked for other avenues of distribution about which we might not be aware. There was discussion of the Courts and the KCDA. Law Enforcement seems to be well covered. In conclusion additional distribution lists will be used to notify agencies regarding JAG availability to include a link to the Grant Office website where agencies can obtain information and applications.

2016 KCJIS Conference Update:

There was discussion of the conference. Capt. Bramlett noted that revenue exceeded expenses for the 2016 Conference. It was noted that the costs/numbers for the conference look different depending on whether or not the vendors are billed directly so those costs might not show up in the cost summary for the conference. The A/V and Vendor set up was slightly higher this year than last. Amy Johnson paid out of pocket for copies and needs reimbursement. Ed also bought additional name badge holders and USB ports. Collectively they were small costs and were approved for reimbursement. Bill Duggan moved and Harold Sass seconded; motion carried.

Pertaining to reviews there were comments pro and con about the facility, but overall it is starting to improve since the change in ownership. There were the usual complaints about food and the room temperature, which almost always happens.

Evaluations were summarized and varied greatly from pro to con; different attendees have different expectations. Ed will take the hotel information and provide feedback to the hotel.

Next year; consider a tour of the KBI LAB since the conference will be held in Topeka. Assign specific times and ask for interest during the registration process. We need to work out a schedule so we don't lose the breakouts that might conflict with tours. Amy Johnson noted we may need to offer duplicate sessions. We need to contact the Lab and find out what the KBI entrance requirements are for tours like ours.

Both vendor and attendees asked for lists of attendees; Capt. Bramlett declined to fulfill the requests to prevent unnecessary or inappropriate use of the lists. Discussion was also held regarding using Dodge City and/or Mulvane for a future conference. It was noted that other associations have used those sites satisfactorily. Both should be considered but not for use on a regular basis.

2016 Legislative Report:

Body Camera statutes have been changed. RAPID was implemented so dispositions are better. Open Records changed. (Please see Ed's Report). Open Records pertains to systems used for work, but excludes personal records. It does not allow taking personal devices. Administrative hearings on DUI's will entitle the defendant to copies of the police reports.

Board of Indigents Defense Grant Request:

Ed talked to them and what they really want is criminal history from all the states, but we only provide Kansas records upon request via the public website. The summary is: "lacking fingerprints" there isn't much available. The procedure is they ask the Prosecutor for the information, who should provide it to them. They are not entitled to a III (for out of state data) without fingerprints. Ed said he would get back with Pat Scalia at the Indigents Defense office and report same to her. To address their request a motion was made by Capt. Bramlett and seconded by Leslie Moore to deny their request because it would violate current CJIS rules and NCIC rules. The motion carried.

JAG Grant Request Approval:

Gordon brought forward a request from Larry Markle, the County Attorney in Montgomery County, for KCJIS approval to work with both Local Law Enforcement (LLE) and Prosecutors to develop an electronic interface allowing data to be sent electronically from the LLE RMS system to the Prosecutor, which would then populate their FullCase case management system and create a new case with data provide by LLE, eliminating the need for duplicate, manual data entry. This work effort would result in an Enterprise Wide License for the State of Kansas, using a JAG grant to work with all parties and make the same capability to all agencies, current or future. The grant application would be from Office of the Montgomery County Attorney and would include all agencies that use the combination of FullCase and Enterpol and have the need and desire to share information. After significant discussion it was decided to move forward to assist in developing a grant application to create an electronic interface between LLE, using Enterpol RMS, and County Attorneys who use FullCase. Bill Duggan made a motion to authorize Gordon to work with Montgomery County on this project, seconded by Kelly O'Brien, motion carried. Gordon agreed to bring the grant application to the Executive Committee for review prior to submitting it for consideration by the KCJCC. The grant application is due on August 8, 2016.

Discussion of "Gap Analysis" possibilities:

Ed has discussed the possibility of creating a list of "gaps" where we need to implement pieces and/or parts of systems in use to determine what systems you could have in place that would improve the outcomes of your agencies? MODEX will be the model used for the study since Missouri has already completed the process. Ed asked that the committee look at the work done by Missouri during their analysis of "gaps" and/or needs in their system. Each KCJIS Member has an electronic copy of the complete report done by Missouri. This will be considered again at a future meeting.

KCJIS Newsletter:

There will be an article written for the next issue that summarizes the outcomes of our most recent KCJIS Training Conference.

Financial Report:

Capt. Royer arrived at the meeting and presented the financial reports as a result of the KCJIS Conference, noting that revenues exceeded expenses slightly. Ed noted two reimbursements that had been approved before his arrival, and Capt. Royer asked that he be allowed to acquire a "for deposit only" stamp for KCJIS at an expected cost of about \$20. Justin moved to approve, seconded by Kelly, Motion carried. Ed asked about attendance in the two prior years. Capt. Royer has reports that are similar for previous year and will provide those.

Subcommittee and Project Reports:

- **Electronic Journal Entry Subcommittee** reported by Harold Sass:
 - Nothing new to report.
- **KCJIS Policy and Procedures Subcommittee** reported by Justin Bramlett:
 - There are new guidelines recently released by the FBI, which will cause the subcommittee in the near future.
- **KCJIS e-Statute Project Status** reported by Ed Klumpp and Leslie Moore:

- Leslie reported that the new system has several glitches that are being worked out. In addition, the “date” of the statute needs to be smoothed out and all of those issues have been fixed and they are now in the process of entering new statute data prior to publishing the new file.
- **KCJIS e-Citation Subcommittee** reported by Gordon Lansford:
 - Development work is being done on the manual entry software and we continue to work with our pilot agencies to begin submitting data to the repository.
- **KCJIS Project and Planning Subcommittee** reported by Leslie Moore:
 - “Active” projects are included in the handouts and Leslie brought “closed” and “future” lists also. Most all projects have new updates. Some projects were moved to the closed list. The new KIBRS project was added to the “Active” list. Vendors have been contacted and initial work is being conducted. Ed suggested that the project list be published. Kelly commented we should be careful in what we publish because it could cause misperceptions. Mary asked about “offender watch” and Ed noted it was primarily used by LLE.
- **e-Court and e-Prosecutor Project Status** reported by Kelly O’Brien and Gordon Lansford:
 - Kelly reported they are working on the RFP and expect to have it out by October. Requirements are being collected by all segments. The work effort is on track and should be on schedule for the end of the year, with decisions being made next year.
 - Gordon reported that there is still no funding available for the e-Prosecutor project. He reported that he spoke at the KCDA conference to give both attorneys and their staff a “heads up” about the changes that might occur in FullCase as a result of the changes occurring with FullCourt. He is also working with users of the New Dawn Case Management System and Gordon will be in touch with those prosecutors as well as all of those using FullCase. That still leaves about 60 “small” prosecutors, mostly part time, that do not currently have electronic case management systems; he will also include them in the process in hope that if a “new” system were to be implemented they would be able to take advantage of it. (The meeting recording ends at this point due to a full memory, which has been corrected; therefore, the balance of the minutes is taken from manual notes).
- **RAPID and Electronic Disposition Reporting** reported by Leslie Moore:
 - RAPID is working well with 20 agencies in the “testing” process.
- **Jail Inventory and Victims Notification Project** reported by Brad Burke:
 - Brad reported that they are implementing 4 to 5 jails per month into the statewide jail inventory and all is going well. He noted that Training will be available in August for the “Victim Notification” capabilities of the system. These processes of implementation and training will continue to occur through next year as all jails are connected to the system at a rate of 4 to 5 per month. Victim Notification training will also be an ongoing effort. As a reminder Automated Victim Notification is optional, not mandatory. It is available to those who choose to use it.

State or Local Agency Reports:

None.

KCJIS Directors Report:

Gordon presented a summary of his activities or events where he has been involved since the last KCJIS meeting. He noted that he is on the board of the National Criminal Justice Association (NCJA) and has been selected to be one of 6 members of a “selection” committee to interview and recommend to the NCJA Executive Committee 3 Finalists, who will be invited to the early August National Criminal Justice Forum in Philadelphia. This is a yearlong process to find and recruit a new Executive Director to replace Cabell Cropper who announced his

retirement as of the end of 2016. The Executive Committee will make their decision, and hire a new director in the last quarter of 2016.

He also noted that he will be attending a “Focus Group” meeting, which is a follow on to the meeting he and Ed attended earlier as part of the Project Management – Information Sharing Environment (PM-ISE). The purpose of the focus group is to gather information from around the country on needs and to focus on “common standards” that can be used consistently across the national criminal justice community to make information sharing easier and more consistent, at a lower cost. As a result of that meeting Gordon has recommended they expand the team to include local law enforcement and prosecutors; there was only one Sheriff in attendance and no prosecutors. The suggestion was agreed to.

He commented that one of the best meetings currently is the local law enforcement quarterly meeting hosted by the Lenexa PD (Major Dawn Layman). Many ideas are exchanged and positive movement forward is resulting as a result of those meeting. The attendees are from the Johnson County area. The most positive progress is made when both Joe Mandala of the KBI and a KHP representative are present because there are many questions they can answer on the spot that helps move the ball forward.

Report from the Chair:

Ed Klumpp noted that everything had already been discussed and time was short.

Adjournment:

The meeting was adjourned by the Chair at 3:31pm.

The next KCJIS Committee Meeting: Monday, August 8, 2016, at the Judicial Center in Room 269.